**FEDERAL CITY PERFORMING ARTS ASSOCIATION**
**BOARD OF DIRECTORS MEETING**
**March 15, 1995**
Levine School of Music

**Directors:** Present: Boykin, Cohen, de Keyser, Fiorito, Gerard, Greenwald, Madigan, Rosen, Streit, Weeks, Wheeler
Absent: Haber
Guests: Peter Brayton, Dick Dorr, Bill Lipsett, Holloway, McClelland

Meeting called to order at 7:30 p.m. by Fiorito.

**REVIEW OF February 22, 1995 MINUTES**

Cohen asked that page 1, 2nd full paragraph, 2nd sentence under **FINANCIAL REPORT** be changed the name of the sponsor for the small ensembles concert should be "Dori".

On page 2, 6th paragraph, "Cohen wondered if...".

On page 4, 3rd paragraph, 3rd sentence should read "Jill Strachan form the Lesbian and Gay Chorus of Washington is organizing this."

On page 4, 4th paragraph, 1st sentence, should read "Indianapolis Men's Chorus". The second sentence should read "Columbus Gay Men's Chorus"

Motion to approve the minutes as amended:Greenwald. Second:Streit. Unanimously approved.

**FINANCIAL REPORT**

McClelland handed out a package containing the 1995-1996 budget forms. He has tried to make the process as simple as possible for those who are completing it. He would like the worksheet completed by the board member with your name at the top and your area(s) of responsibility. Fill in your code number for your cost centers if possible.

The budget is broken down by concert, not by specific areas. Therefore all concert related expenses (advertising, sponsorship, etc.) should all show under one column. Anything that does not relate to a concert expense goes on page two.

McClelland passed out both consolidated profit/loss statements and then the same sheet broken down by cost center. Gerard said he will give a package to John Perkins for Capital Club.

Greenwald asked about where things such as restricted funds, endowment funds, etc. were placed on the budget. McClelland said we do not have spaces for those funds and do not anticipate them.

McClelland asked for Executive Director expenses to be put in next years's budget.

He reminded the board that next year will be very heavy on expenses, and that everyone should remember that when budgeting.

Fiorito asked that the budget figures be given to McClelland before the next board meeting. Dorr asked about GALA expenses. McClelland replied that he has a separate column for those expenses.

Boykin reminded all committee heads to remember monies for recognition as a way to reward those on your committees. Recognition can be a very simple and inexpensive item, but is a way for a person to feel someone has noticed their work.

At the May 17th board meeting we will attempt to combine the budget and the board meetings. All board members should reserve May 24th as an alternative date to finish up board business if needed.

Motion was made by Wheeler to accept the financial report. Seconded by Greenwald. Unanimously approved.

**PRESIDENT'S REPORT**

Fiorito thanked everyone for their hard work to make the Capital Club auction such a huge success. He especially recognized Chuck Carr, Gerard, Gary Regan and John Perkins for their outstanding contributions.

In order to fulfill one of our objectives, Fiorito has appointed Jim Madigan as the facilitator of the Community Liaison Committee. His committee will be formulating guidelines concerning complimentary tickets, including those needed by Tom Epps, Rick Rosendall, and Cohen.

Another objective was completed by the formulation of the Diversity Committee. Members Paree Roper, Phil Rogerson, Greg Tepe, and Rosen have been named to this committee. They will be meeting soon to look at our goals and objectives dealing with diversity. They may be looking into an outside consultant to assist them with some parts of this task.

The Executive Committee has met to talk about strategies concerning our new executive director. We are asking a consultant from Chorus America to speak to us about the possible impact of an Executive Director on our chorus. Dennis Coleman, director of the Seattle Men's Chorus has been named as a possible facilitator.

Fiorito passed out goals and objectives sheets for all board members. He said as the budget process continues for next year, that new goals and objectives may become apparent. These sheets are to be turned in to Fiorito at the next board meeting.

This month's words of wisdom: Begin with the end in mind.

**BYLAWS COMMITTEE**

Dorr commended Haber for his work on collation of the results of the committee. The committee is proposing one bylaw change and two amendments to the bylaws.

Dorr gave an overview of the changes. The changes include closing of the loop of regulations concerning Capital Club board members, clarification of the membership regulation concerning

members of a small ensemble who take a leave of absence from the full chorus, and clarification concerning dues payments for chorus members.

Brayton then led a detailed discussion on each of these changes. Concerning the Capital Club board member changes, it was noted that Capital Club members are special members of FCPAA, but not entitled to voting rights. de Keyser asked who has the authority for nominating board members for unexpired terms. Brayton explained that the board has ultimate authority to fill positions that are vacated in the middle of a term.

Cohen asked if some of the language in the bylaws could be expanded on in a historical context in reference to rule changes. Holloway said that we have always had a flexible board that could interpret the bylaws as they saw fit. Boykin agreed, saying that there was no imperative reason to do this. de Keyser pointed out that all rules are subject to change, and therefore documents need to be as flexible as possible to deal with those changes. He said that focusing on unclear wording was more important than legislative history.

The second issue concerns members who choose to take leave from the chorus when participating in a small ensemble. Previously the director had been more subjective in his decisions on whether or not to allow a person to perform in small ensemble when taking a leave from the chorus. The new regulation will state that a member can take one leave from the chorus during a concert season. Boykin clarified that there have been some members who have tried to take full chorus leave of absence every other concert due to the old wording. The new wording will be clear to all who are in the small ensemble that they can only take one leave per season, and this cannot be flexible, since the person is always a member of GMCW first and the small ensemble second.

The third issue deals with the current wording for dues payment in the membership regulations. The changes would allow more flexibility by membership on when to collect dues. Also, the discount dues payment for members who pay annually was also addressed. Greenwald suggested using the word "savings" instead of "discount". He felt that discount gives a suggestion of different levels of membership. Holloway said that we need the word discount in order to simplify recordkeeping. Fiorito stated that the chorus has historically used the dues discount as a way to get funds into the chorus treasury early in the year, when we have the hardest time with income.

Membership committee will now be given the authority to choose the dates of dues payments. Wheeler pointed out that there was a discrepancy in the final wording of the third clause. Madigan also pointed out that the fourth clause should be rewritten to include "...and is not eligible to serve on the FCPAA board of directors."

Holloway asked that there be clarification of the privileges of the member on leave of absence. Brayton pointed out that these are already stated in the membership regulations as non-paying members. Boykin agreed, again saying that flexibility with the rules would allow the most participation in the chorus.

Madigan would like to see the wording of clause #6 to include annual dues as the baseline for dues paying membership. Boykin said that not all members can afford to pay a year's worth of dues. Dorr said we must look at all persons' abilities to pay, not just at those who are more committed and have the luxury of paying all their dues at once.

Cohen asked that Appendix-Membership Regulation IA-2 regarding members being required to audition every year be amended to include audition cycles.

**MUSIC DIVISION**

Holloway stated that Michael Hayden from the Indianapolis Men's Chorus will be our guest conductor at our retreat next season.

Holloway then asked about dates for the concerts next year. Wheeler replied that the earlier date in December and the later March date has been set. The July concert is still being negotiated. Holloway reported that The Columbus Men's Chorus and the Twin Cities Gay Men's Chorus will be singing with us in July. There is also a chance that a chorus from Germany may want to sing with us also. If anyone knows of any further details of this, please see him.

The small ensembles slots for the GALA Festival have now been given to mixed choruses and international choruses. The small ensembles will now be performing in the convention center in a "fair-type" atmosphere on the first day of the conference.

Fiorito asked if there was a decision to have a small ensembles concert here next year. Holloway would like to keep the February date for the concert. He would also like for the concert to fare better financially.

Holloway said he may be interested in the Chamber Choir having their own concert to be planned for next fall. He asked for an approximate figure from the Capital Club for the commissioned work. Gerard said he will let Holloway know about this.

The music education report will be given at the next board meeting.

The licenses for renewing the CD have been mailed. Holloway thought that it would be a better idea to reorder more than 1,000 CDs so that the licenses would only need to be completed less frequently. Fiorito asked Weeks to come up with a proposal for numbers to reorder.

Holloway would like $305 to pay for tuition for a choral conductor's workshop this summer. Rosen moved that the board reimburse Holloway for the choral conductor's workshop. Weeks seconded. Unanimously approved.

MARKETING COMMITTEE

Cohen reported that the Marketing Committee has been working very hard on next year's season brochure, especially since there were fewer season tickets sold this year as compared to last year. He will asked for approval of next year's brochure at the next board meeting.

He presented two options of mailing out the brochure. The first is to send it out to our entire mailing list, as we are currently doing. The second option is to only mail out approximately 2,000 brochures. The committee recommends option one. Holloway asked if Cohen had thought about going into a multiple year plan of mailing season brochures. Cohen says he doesn't have the staff and the amount of time to do this. Holloway said that he was distressed about the drop in season brochures and said

that there are consultants that may be helpful in assisting in increasing our season brochure sales. Greenwald said that one of our advertisers is anxious to assist us with this problem. Cohen said he will contact them.

Fiorito pointed out that the Marketing Committee knew that there would be a drop in season subscribers this season due to the change in venue. Holloway praised the Marketing Committee for a successful advertising campaign to get the chorus and our audience to the U Street corridor.

Lipsett then passed out a graph showing the cost of marketing as compare to revenue. He said that we have done very well and that costs are not exorbitant.

Cohen also asked that the board consider raising ticket prices for next year. He will speak to the executive committee about this.

OTHER BUSINESS

Wheeler said he is still working on parking for the Spring concert. We lost our parking lot at Lincoln, and he is in negotiations to get a new parking contract.

Weeks passed out CD production report. He said that we should now reorder CDs. We have sales coming up at the ACDA convention and the Spring concert.

de Keyser distributed a report for the next meeting on corporate fundraising. He will report in more detail at the next meeting.

There being no further business, Wheeler moved to adjourn, Rosen seconded. Unanimously approved. Meeting adjourned at 10:05pm.

**Fred Boykin**
**Secretary**
**FCPAA Board of Directors**